


12 September 1957

MEMORANDUM FOR: Chairmen and Executive Secretaries of IAC Subcommittees  
SUBJECT : Current Activities of IAC Subcommittees

1. In connection with responsibilities of the Deputy Director for Coordination on behalf of the DCI, it is appropriate that I and my staff keep generally informed as to current activities of the principal coordinating bodies of the intelligence community, particularly of the various standing and ad hoc subcommittees of the Intelligence Advisory Committee. It is therefore requested that the secretariat of each IAC subcommittee place this office (323 Administration Building) on distribution for advance notification of meetings and agendas, as well as for minutes and other principal papers relating to such meetings. We should also appreciate regularly receiving copies of principal reports and important formal publications.

25X1A9a 2. To better familiarize ourselves with your present activities, I or members of my staff [REDACTED] may wish to contact you personally from time to time or to attend occasional meetings of your committee as informal observers. May I also encourage you to feel free to informally discuss with us any community issues or problems to whose solution you feel we might contribute?

  
L. K. TRUSCOTT, JR.  
General, USA (Ret.)  
Deputy Director (Coordination)